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ALL FORMER EDITIONS OF THIS MANUAL ARE OBSOLETE



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DEPARTMENT OF DEFENSE

Procurement Coding Manual

VOLUME 1

COMMODITIES AND SERVICES
REPORTED ON DD FORM 350

DoD 4105.61M

Revised as of October 1988



DIRECTORATE FOR INFORMATION
OPERATIONS AND REPORTS (DIOR)

Department of Defense
Procurement Coding Manual

Volume I
Commodities and Services
Reported on DD Form 350

Department of Defense
Washington Headquarters Services
Directorate for Information
Operations and Reports

October 1988

FOREWORD

This manual has been developed for use by Army, Navy, Air Force, Defense Logistics Agency, and other Department of Defense (DoD) personnel who are responsible for preparing, coding, editing, or machine processing the Individual Contracting Action Report (over \$25,000), DD Form 350, as prescribed by Section IV of the DoD Federal Acquisition Regulation Supplement.

All suggestions and inquiries concerning this manual should be referred to DoD, Washington Headquarters Services, Directorate for Information Operations and Reports, through one of the following offices, as appropriate:

| | |
|---------------------------|--|
| Army: | HQDA (SFRD-KS) Room 1C642, The Pentagon Washington, D.C. 20310-6603 |
| Navy: | Naval Supply Systems Command ¹ SUP-024 CM3, Room 619 Washington, D.C. 20376-5000 |
| Air Force: | LMSC/SORS ² Wright-Patterson AFB, OH 45433-5001 |
| Defense Logistics Agency: | Executive Director, Contracting Cameron Station Attn: DLA-PPS Alexandria, VA 22304-6100 |

¹Navy users requiring additional copies of this manual should send their requests to:

Commanding Officer
Publications and Forms Center
5801 Tabor Ave.
Philadelphia, PA 19120-5099

²Air Force users requiring additional copies of this manual should send their requests to:

SAS/AADTS
Bolling Air Force Base
Washington, D.C. 20332-6468

TABLE OF CONTENTS

| SECTION | PAGE |
|--|------|
| I. Coding for Item B12A of DD Form 350 (Federal Supply Class or Service Codes) | 3 |
| Part A - Research, Development, Test, and Evaluation (RDT&E) | 5 |
| Part B - Other Services and Construction | 11 |
| Part C - Supplies and Equipment | 23 |
| II. Coding for Item B12C of DD Form 350 (System or Equipment Codes) | 41 |
| Part A - Army | 43 |
| Part B - Navy | 51 |
| Part C - Air Force | 61 |
| III. Coding for Item B12B of DD Form 350 (DoD Claimant Program Number) | 71 |

Section I
FEDERAL SUPPLY CLASS
OR SERVICE CODES
(Item B12A)

SECTION I

FEDERAL SUPPLY CLASS OR SERVICE CODES

(Item B12A)

General

A four-digit code shall be entered in Item B12A for every procurement action reported on DD Form 350. Only one code number should be entered. If more than one code is applicable, enter the code which describes the predominant product or service procured (see also DoD FAR Supplement 4.671-5(b)(12)).

This section is divided into three parts: Research, development, test, and evaluation (RDT&E) codes are contained in Part A; other services and construction codes are in Part B; and supply and equipment codes are in Part C.

RDT&E

If the action is for research, development, test, or evaluation, enter a code from Part A of this section. (RDT&E is defined in DFARS 35.001.) Do *not* assign an RDT&E code to housekeeping services or supplies purchased in support of "in-house" research or development work; such services are coded in accordance with Part B of Section I and the supplies in accordance with Part C. Procurement personnel responsible for coding RDT&E actions should obtain sufficient information from requisitioning personnel to permit accurate classification in accordance with Part A.

Other Services and Construction

If the action is for other services and construction, enter a code from Part B of this section. This four-position code consists of a letter identifying one of 23 major categories and three numeric digits identifying a specific service within each category.

Supplies and Equipment

If the action is for supplies and equipment, enter a code from Part C of this section. The classifications used here are those contained in the H-2 series of cataloging handbooks, except for the items contained in Federal Supply Group (FSG) category 19, "Ships, Small Craft, Pontoons, & Floating Docks".

PART A

Research, Development, Test, and Evaluation (RDT&E)

The RDT&E codes in Part A have been developed in accordance with guidelines established by the Federal Procurement Data Center. To ensure that the contract is for RDT&E, check the appropriation symbol. (Do not include housekeeping supplies or services in support of in-house RDT&E even though a RDT&E appropriation symbol is cited.)

Description and Use of Code

The RDT&E code is composed of two alphabetical and two numeric digits. The first position is always the letter "A" to identify RDT&E; the second position is a letter from "A" to "Z", used to identify the major category; the third digit is a number from "1" to "9", used to identify a subdivision of the major category. The fourth digit is a number from "1" to "6", used to identify the type of RDT&E. This fourth digit should be *assigned by the contracting officer* in accordance with definitions contained in DFARS 35.001 as follows:

| First Two Positions of Program Element | DFARS 35.001 | Fourth Digit of Item B12A |
|---|---|------------------------------------|
| 61 | Basic Research | 1 |
| 62 | Applied Research & Exploratory Development | 2 |
| 63 | Advanced Development | 3 |
| 64 | Engineering Development | 4 |
| All Other | Operational Systems Development | 5 |
| 65 | Management & Support | 6 |

When the program element number appears on the purchase document, the first two digits of this number determine the number to be used in the fourth position.

For Army procurements, the third digit of an Army budget activity code *beginning with 6* identifies the appropriate code for use in the fourth position. Code 5 will be entered in the fourth position for all Army budget activity codes beginning with a number other than 6.

When completing this item, the precise service being purchased shall be coded. For example, a contract for research on air pollution for aircraft should be shown under category AH2*, "ENVIRONMENTAL PROTECTION, Air Pollution", and not under aircraft.

RESEARCH, DEVELOPMENT, TEST, AND EVALUATION CODES

| Major Category Codes | |
|-------------------------------------|-----------------|
| <u>Description</u> | <u>Category</u> |
| Agriculture | AA |
| Community Services & Development | AB |
| Defense Systems | AC |
| Defense - Other | AD |
| Economic Growth & Productivity | AE |
| Education | AF |
| Energy | AG |
| Environmental Protection | AH |
| General Science & Technology | AJ |
| Housing | AK |
| Income Security | AL |
| International Affairs & Cooperation | AM |
| Medical | AN |
| Natural Resources | AP |
| Social Services | AQ |
| Space | AR |
| Transportation - Modal | AS |
| Transportation - General | AT |
| Mining Activities | AV |
| Other Research & Development | AZ |

PROGRAM

DD FORM
350 CODE

AGRICULTURE

| | |
|---------------------------|------|
| Insect & Disease Control | AA1* |
| Marketing | AA2* |
| Production | AA3* |
| Aquaculture & Hydroponics | AA4* |
| Other Agriculture | AA9* |

COMMUNITY SERVICES & DEVELOPMENT

| | |
|--|------|
| Crime Prevention & Control | AB1* |
| Fire Prevention & Control | AB2* |
| Rural Services & Development | AB3* |
| Urban Services & Development | AB4* |
| Other Community Services & Development | AB9* |

DEFENSE SYSTEMS

| | |
|---------------------------------------|------|
| Aircraft | AC1* |
| Missile & Space Systems | AC2* |
| Ships | AC3* |
| Tank - Automotive | AC4* |
| Weapons | AC5* |
| Electronics & Communication Equipment | AC6* |
| Miscellaneous Hard Goods | AC9* |

DEFENSE - OTHER

| | |
|-------------------------------|------|
| Ammunition | AD1* |
| Services | AD2* |
| Subsistence | AD3* |
| Textiles, Clothing & Equipage | AD4* |

* See page 5 for determining the necessary entry in this position.

RESEARCH, DEVELOPMENT, TEST, AND EVALUATION CODES

| <u>PROGRAM</u> | <u>DD FORM</u> <u>350 CODE</u> |
|---|-----------------------------------|
| Fuels & Lubricants | AD5* |
| Construction | AD6* |
| Other Defense | AD9* |
| <u>ECONOMIC GROWTH & PRODUCTIVITY</u> | |
| Employment Growth & Productivity | AE1* |
| Product or Service Improvement | AE2* |
| Manufacturing Technology | AE3* |
| Other Economic Growth & Productivity | AE9* |
| <u>EDUCATION</u> ¹ | AF1* |
| <u>ENERGY</u> | |
| Coal | AG1* |
| Gas | AG2* |
| Geothermal | AG3* |
| Wind Energy | AG4* |
| Nuclear | AG5* |
| Petroleum | AG6* |
| Solar/Photovoltaic | AG7* |
| Conservation of Energy | AG8* |
| Other Energy | AG9* |
| <u>ENVIRONMENTAL PROTECTION</u> | |
| Pollution Control & Abatement | AH1* |
| Air Pollution | AH2* |
| Water Pollution | AH3* |
| Noise Pollution | AH4* |
| Other Environmental Protection | AH9* |
| <u>GENERAL SCIENCE & TECHNOLOGY</u> | |
| Physical Sciences | AJ1* |
| Mathematical & Computer Sciences | AJ2* |
| Environmental Sciences | AJ3* |
| Engineering Sciences | AJ4* |
| Life Sciences | AJ5* |
| Psychological Sciences | AJ6* |
| Social Sciences | AJ7* |
| Other Sciences Not Elsewhere Classified | AJ9* |
| <u>HOUSING</u> ¹ | AK1* |
| <u>INCOME SECURITY</u> | |
| Employment | AL1* |
| Income Maintenance | AL2* |
| Other Income Security | AL9* |
| <u>INTERNATIONAL AFFAIRS & COOPERATION</u> ¹ | AM1* |
| <u>MEDICAL</u> | |
| Biomedical | AN1* |
| Dependency - Drugs | AN2* |
| Dependency - Alcohol | AN3* |
| Health Services | AN4* |
| Mental Health | AN5* |
| Rehabilitative Engineering | AN6* |
| Specialized Services | AN7* |
| AIDS Research | AN8* |
| Other Medical | AN9* |

¹ Detailed category codes not provided.

* See page 5 for determining the necessary entry in this position.

RESEARCH, DEVELOPMENT, TEST, AND EVALUATION CODES

PROGRAM

DD FORM
350 CODE

NATURAL RESOURCES

| | |
|-------------------------|------|
| Land | AP2* |
| Mineral | AP3* |
| Recreation | AP4* |
| Marine & Oceanographic | AP5* |
| Marine Fisheries | AP6* |
| Atmospheric | AP7* |
| Other Natural Resources | AP9* |

SOCIAL SERVICES

| | |
|--------------------------------|------|
| Geriatric (Other Than Medical) | AQ1* |
| Other Social Services | AQ9* |

SPACE

| | |
|--------------------------------|------|
| Aeronautics & Space Technology | AR1* |
| Science & Applications | AR2* |
| Transportation Systems | AR3* |
| Tracking & Data Acquisition | AR4* |
| Station | AR6* |
| Commercial Programs | AR7* |
| Other Space | AR9* |

TRANSPORTATION - MODAL

| | |
|----------------------------|------|
| Air | AS1* |
| Surface Motor Vehicles | AS2* |
| Rail | AS3* |
| Marine | AS4* |
| Other Modal Transportation | AS9* |

TRANSPORTATION - GENERAL

| | |
|---------------------------------------|------|
| Highways, Roads & Bridges | AT1* |
| Human Factors | AT2* |
| Navigation & Navigational Aids | AT3* |
| Passenger Safety & Security | AT4* |
| Pipeline Safety | AT5* |
| Traffic Management | AT6* |
| Tunnels & Other Subsurface Structures | AT7* |
| Transporting Hazardous Materials | AT8* |
| Other General Transportation | AT9* |

MINING ACTIVITIES

| | |
|-------------------------------|------|
| Mining Equipment - Subsurface | AV1* |
| Mining Equipment - Surface | AV2* |
| Mining Methods - Subsurface | AV3* |
| Mining Methods - Surface | AV4* |
| Mining Reclamation Methods | AV5* |
| Mining Safety | AV6* |
| Metallurgical | AV7* |
| Other Mining Activities | AV9* |

OTHER RESEARCH & DEVELOPMENT¹

AZ1*

¹ Detailed category codes not provided.

* See page 5 for determining the necessary entry in this position.

PART B

OTHER SERVICES AND CONSTRUCTION

All services and construction work, except RDT&E work, should be coded in accordance with the codes listed in Part B. Each category has been assigned a four-position code for a specific type of service or construction. The code consists of a letter identifying one of 23 major categories and three numeric digits identifying a specific service within each category.

The 23 major categories are:

- B. Special Studies & Analyses - Not R&D
- C. Architect & Engineering Services - Construction
- D. Automatic Data Processing & Telecommunication Services
- E. Purchase of Structures & Facilities
- F. Natural Resources & Conservation Services
- G. Social Services
- H. Quality Control, Testing & Inspection Services
- J. Maintenance, Repair, & Rebuilding of Equipment
- K. Modification of Equipment
- L. Technical Representative Services
- M. Operation of Government-Owned Facilities
- N. Installation of Equipment
- P. Salvage Services
- Q. Medical Services
- R. Professional, Administrative & Management Support Services
- S. Utilities & Housekeeping Services
- T. Photographic, Mapping, Printing, & Publication Services
- U. Education & Training Services
- V. Transportation, Travel & Relocation Services
- W. Lease or Rental of Equipment
- X. Lease or Rental of Facilities
- Y. Construction of Structures & Facilities
- Z. Maintenance, Repair, or Alteration of Real Property

Due to the diversified nature of the services being purchased by the Department of Defense, it is very often difficult to identify the appropriate service or construction code that applies to a procurement action. If the appropriate code for Item B12A cannot be easily determined, the procuring activity should select a code that best fits the description of the service involved and submit a copy of the DD Form 350 in question (with an exact description of the type of service or construction being procured) to:

Washington Headquarters Services
Directorate for Information Operations and Reports
Attn: PEID
1215 Jefferson Davis Highway, Suite 1204
Arlington, VA 22202-4302

This will serve as a basis for determining the need for the assignment of new codes or the revision of existing codes.

OTHER SERVICES AND CONSTRUCTION CODES

| <u>TITLE</u> | <u>CODE</u> |
|---|-------------|
| <u>SPECIAL STUDIES & ANALYSES - NOT R&D</u> | |
| Air Quality Analyses | B502 |
| Archeological/Paleontological Studies | B503 |
| Chemical/Biological Studies & Analyses | B504 |
| Cost Benefit Analyses | B505 |
| Data Analyses (Other Than Scientific) | B506 |
| Economic Studies | B507 |
| Endangered Species Studies - Plant & Animal | B509 |
| Environmental Studies & Assessments | B510 |
| Feasibility Studies (Non-Construction) | B513 |
| Animal & Fisheries Studies | B516 |
| Geological Studies | B517 |
| Geophysical Studies | B518 |
| Geotechnical Studies | B519 |
| Grazing/Range Studies | B520 |
| Historical Studies | B521 |
| Legal Studies | B522 |
| Mathematical/Statistical Analyses | B524 |
| Natural Resource Studies | B525 |
| Oceanological Studies | B526 |
| Recreation Studies | B527 |
| Regulatory Studies | B528 |
| Scientific Data Studies | B529 |
| Seismological Studies | B530 |
| Soils Studies | B532 |
| Water Quality Studies | B533 |
| Wildlife Studies | B534 |
| Medical & Health Studies | B537 |
| Intelligence Studies | B538 |
| Aeronautic/Space Studies | B539 |
| Building Technology Studies | B540 |
| Defense Studies | B541 |
| Educational Studies & Analyses | B542 |
| Energy Studies | B543 |
| Technology Studies | B544 |
| Housing & Community Development Studies | B545 |
| Security Studies (Physical & Personal) | B546 |
| Accounting/Financial Management Studies | B547 |
| Trade Issue Studies | B548 |
| Foreign Policy/National Security Policy Studies | B549 |
| Organization/Administrative/Personnel Studies | B550 |
| Mobilization/Preparedness Studies | B551 |
| Manpower Studies | B552 |
| Communications Studies | B553 |
| Acquisition Policy/Procedures Studies | B554 |
| Elderly/Handicapped Studies | B555 |
| Other Special Studies & Analyses | B599 |
| <u>ARCHITECT & ENGINEER SERVICES - CONSTRUCTION</u> | |
| <u>Building & Facility Structures</u> | |
| Administrative & Service Buildings | C111 |
| Airfield, Communication & Missile Facilities | C112 |
| Educational Buildings | C113 |
| Hospital Buildings | C114 |
| Industrial Buildings | C115 |
| Residential Buildings | C116 |
| Warehouse Buildings | C117 |
| Research & Development Facilities | C118 |
| Other Buildings | C119 |

OTHER SERVICES AND CONSTRUCTION CODES

| <u>TITLE</u> | <u>CODE</u> |
|---|-------------|
| <u>Non-Building Structures</u> | |
| Conservation & Development | C121 |
| Highways, Roads, Streets, & Bridges | C122 |
| Electric Power Generation (EPG) | C123 |
| Utilities | C124 |
| Other Non-Building Structures | C129 |
| Restoration | C130 |
| <u>Architect & Engineer Services - General</u> | |
| Architect - Engineer Services (Non-Construction) | C211 |
| Engineering Drafting Services | C212 |
| A&E Inspection Services (Non-Construction) | C213 |
| A&E Management Engineering Services | C214 |
| A&E Production Engineering Services | C215 |
| Marine Architect - Engineer Services | C216 |
| Other Architect & Engineering Services | C219 |
| <u>AUTOMATIC DATA PROCESSING & TELECOMMUNICATION SERVICES</u> | |
| ADP Facility Operation & Maintenance Services | D301 |
| ADP Systems Development Services | D302 |
| ADP Data Entry Services | D303 |
| ADP Telecommunications & Transmission Services | D304 |
| ADP Teleprocessing & Timesharing Services | D305 |
| ADP Systems Analysis Services | D306 |
| Automated Information System Design & Integration Services | D307 |
| Programming Services | D308 |
| Information & Data Broadcasting or Data Distribution Services | D309 |
| ADP Backup & Security Services | D310 |
| ADP Data Conversion Services | D311 |
| ADP Optical Scanning Services | D312 |
| Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services | D313 |
| ADP System Acquisition Support Services | D314 |
| Digitizing Services | D315 |
| Telecommunications Network Management Services | D316 |
| Automated News Services, Data Services, or Other Information Services | D317 |
| Other ADP & Telecommunication Services | D399 |
| <u>PURCHASE OF STRUCTURES & FACILITIES</u> | E*** |
| <u>NATURAL RESOURCES & CONSERVATION SERVICES</u> | |
| Aerial Fertilization/Spraying | F001 |
| Aerial Seeding | F002 |
| Forest/Range Fire Suppression/Presuppression | F003 |
| Forest/Range Fire Rehabilitation (Non-Construction) | F004 |
| Forest Tree Planting | F005 |
| Land Treatment Practices (Plowing, Clearing, etc.) | F006 |
| Range Seeding (Ground Equipment) | F007 |
| Recreation Site Maintenance (Non-Construction) | F008 |
| Seed Collection/Production | F009 |
| Seedling Production/Transplanting | F010 |
| Surface Mining Reclamation (Non-Construction) | F011 |
| Survey Line Clearing | F012 |
| Tree Breeding | F013 |
| Tree Thinning | F014 |
| Well Drilling/Exploratory | F015 |
| Wild Horse/Burro Management | F016 |
| Other Range/Forest Improvements (Non-Construction) | F018 |
| Other Wildlife Management | F019 |
| Fisheries Resources Management | F020 |
| Site Preparation | F021 |
| Other Natural Resources & Conservation Services | F099 |

*** Uses last three digits of "Y" Category Codes (pages 20 and 21)

OTHER SERVICES AND CONSTRUCTION CODES

| <u>TITLE</u> | <u>CODE</u> |
|---|-------------|
| <u>Environmental Systems Protection</u> | |
| Air Quality Support Services | F101 |
| Industrial Investigation Surveys & Technical Support Related to Air Pollution | F102 |
| Water Quality Support Services | F103 |
| Industrial Investigation Surveys & Technical Support Related to Water Pollution | F104 |
| Pesticides Support Services | F105 |
| Toxic Substances Support Services | F106 |
| Hazardous Substance Analysis | F107 |
| Hazardous Substance Removal, Cleanup, & Disposal Services & Operational Support | F108 |
| Leaking Underground Storage Tank Support Services | F109 |
| Development of Environmental Impact Statements & Assessments | F110 |
| Industrial Investigations, Surveys & Technical Support for Multiple Pollutants | F111 |
| Oil Spill Response Including Cleanup, Removal, Disposal & Operational Support | F112 |
| Other Environmental Services, Studies, & Analytical Support | F999 |
| <u>SOCIAL SERVICES</u> | |
| Care of Remains and/or Funeral Services | G001 |
| Chaplain Services | G002 |
| Recreational Services | G003 |
| Rehabilitation Services | G004 |
| Geriatric Services | G005 |
| Government Life Insurance Programs | G006 |
| Government Health Insurance Programs | G007 |
| Other Government Insurance Programs | G008 |
| Non-Government Insurance Programs | G009 |
| Direct Aid to Tribal Governments and Organizations Provided By Contract Pursuant to Public Law (P.L.) 93-638 | G010 |
| Other Social Services | G099 |
| <u>QUALITY CONTROL, TESTING, & INSPECTION SERVICES</u> | |
| Quality Control Services | H1** |
| Equipment & Materials Testing | H2** |
| Inspection Services | H3** |
| Other Quality Control, Testing & Inspection Services | H999 |
| <u>MAINTENANCE, REPAIR, & REBUILDING OF EQUIPMENT</u> | J0** |
| <u>MODIFICATION OF EQUIPMENT</u> | K0** |
| <u>TECHNICAL REPRESENTATIVE SERVICES</u> | L0** |
| <u>OPERATION OF GOVERNMENT-OWNED FACILITIES</u> | M*** |
| (M-Category Codes are for contracts specifying general operational responsibilities. Specific maintenance of real property should be coded in Z-Category Codes, "MAINTENANCE, REPAIR, OR ALTERATION OF REAL PROPERTY.") | |
| <u>INSTALLATION OF EQUIPMENT</u> | N0** |
| <u>SALVAGE SERVICES</u> | |
| Preparation & Disposal of Excess & Surplus Property | P100 |
| Salvage of Aircraft | P200 |
| Salvage of Marine Vessels | P300 |
| Demolition of Buildings | P400 |
| Demolition of Structures or Facilities (Other than Buildings) | P500 |
| Other Salvage Services | P999 |

** Enter two digits of Federal Supply Group code from pages 23 and 24.

*** Uses last three digits of "Y" Category Codes (pages 20 and 21).

OTHER SERVICES AND CONSTRUCTION CODES

| <u>TITLE</u> | <u>CODE</u> |
|--|-------------|
| <u>MEDICAL SERVICES</u> | |
| Dependent Medicare Services | Q101 |
| General Health Care Services | Q201 |
| Laboratory Testing Services | Q301 |
| Nursing Services | Q401 |
| Nursing Home Care Contracts | Q402 |
| Evaluation & Screening | Q403 |
| Anesthesiology Services | Q501 |
| Cardio-Vascular Services | Q502 |
| Dentistry Services | Q503 |
| Dermatology Services | Q504 |
| Gastroenterology Services | Q505 |
| Geriatric Services | Q506 |
| Gynecology Services | Q507 |
| Hematology Services | Q508 |
| Internal Medicine Services | Q509 |
| Neurology Services | Q510 |
| Ophthalmology Services | Q511 |
| Optometry Services | Q512 |
| Orthopedic Services | Q513 |
| Otolaryngology Services | Q514 |
| Pathology Services | Q515 |
| Pediatric Services | Q516 |
| Pharmacology Services | Q517 |
| Physical Medicine & Rehabilitation Services | Q518 |
| Psychiatry Services | Q519 |
| Podiatry Services | Q520 |
| Pulmonary Services | Q521 |
| Radiology Services | Q522 |
| Surgery Services | Q523 |
| Thoracic Services | Q524 |
| Urology Services | Q525 |
| Medical/Psychiatric Consultation Services | Q526 |
| Nuclear Medicine | Q527 |
| Other Medical Services | Q999 |
| <u>PROFESSIONAL, ADMINISTRATIVE, & MANAGEMENT SUPPORT SERVICES</u> | |
| <u>Professional Services</u> | |
| Land Surveys, Cadastral Services (Non-Construction) | R404 |
| Operations Research Services | R405 |
| Policy Review/Development Services | R406 |
| Program Evaluation Services | R407 |
| Program Management/Support Services | R408 |
| Program Review/Development Services | R409 |
| Real Property Appraisal Services (SIC 6531) | R411 |
| Simulation | R412 |
| Specifications Development Services | R413 |
| Systems Engineering Services | R414 |
| Technology Sharing/Utilization Services | R415 |
| Veterinary/Animal Care Services | R416 |
| Legal Services | R418 |
| Educational Services | R419 |
| Certifications & Accreditations | R420 |
| Technical Assistance | R421 |
| Telephone & Field Interview Services | R422 |
| Intelligence Services | R423 |
| Expert Witness | R424 |
| Engineering Technical Services | R425 |
| Communications Services | R426 |
| Weather Reporting/Observation Services | R427 |
| Industrial Hygenics | R428 |
| Personal Services | R497 |
| Other Professional Services | R499 |

OTHER SERVICES AND CONSTRUCTION CODES

| <u>TITLE</u> | <u>CODE</u> |
|--|-------------|
| <u>Administrative Support Services</u> | |
| Courier & Messenger Services | R602 |
| Transcription Services | R603 |
| Mailing & Distribution Services | R604 |
| Library Services | R605 |
| Court Reporting Services | R606 |
| Word Processing/Typing Services | R607 |
| Translation & Interpreting Services (Including Sign Language) | R608 |
| Stenographic Services | R609 |
| Personal Property Management Services | R610 |
| Credit Reporting Services | R611 |
| Information Retrieval Services | R612 |
| Other Administrative Support Services | R699 |
| <u>Management Support Services</u> | |
| Advertising Services | R701 |
| Data Collection Services | R702 |
| Accounting or Financial Services | R703 |
| Auditing Services | R704 |
| Debt Collection Services | R705 |
| Logistic Support Services | R706 |
| Contract, Procurement & Acquisition Support Services | R707 |
| Public Relation Services | R708 |
| Ongoing Audit Operations Support Services | R709 |
| Other Management Support Services | R799 |
| <u>UTILITIES & HOUSEKEEPING SERVICES</u> | |
| <u>Utilities</u> | |
| Gas Services | S111 |
| Electric Services | S112 |
| Telephone and/or Communications Services | S113 |
| Water Services | S114 |
| Other Utilities | S119 |
| <u>Housekeeping Services</u> | |
| Custodial - Janitorial Services | S201 |
| Fire Protection Services | S202 |
| Food Services | S203 |
| Fueling & Other Petroleum Services - Excluding Storage | S204 |
| Trash/Garbage Collection Services | S205 |
| Guard Services | S206 |
| Insect & Rodent Control Services | S207 |
| Landscaping/Groundskeeping Services | S208 |
| Laundry & Dry Cleaning Services | S209 |
| Surveillance Services | S211 |
| Solid Fuel Handling Services | S212 |
| Carpet Laying & Cleaning Services | S214 |
| Warehousing & Storage Services | S215 |
| Facilities Operations Support Services | S216 |
| Interior Landscaping Services | S217 |
| Snow Removal/Salt Services | S218 |
| Waste Treatment & Storage Services | S222 |
| Other Housekeeping Services | S299 |
| <u>PHOTOGRAPHIC, MAPPING, PRINTING, & PUBLICATION SERVICES</u> | |
| Arts/Graphics Services | T001 |
| Cartography Services | T002 |
| Cataloging Services | T003 |
| Charting Services | T004 |
| Film Processing Services | T005 |
| Film/Video Tape Production Services | T006 |

OTHER SERVICES AND CONSTRUCTION CODES

| <u>TITLE</u> | <u>CODE</u> |
|--|-------------|
| Microform Services | T007 |
| Photogrammetry Services | T008 |
| Aerial Photographic Services | T009 |
| General Photographic Services - Still | T010 |
| Print/Binding Services | T011 |
| Reproduction Services | T012 |
| Technical Writing Services | T013 |
| Topography Services | T014 |
| General Photographic Services - Motion | T015 |
| Audio/Visual Services | T016 |
| Other Photographic, Mapping, Printing, & Publication Services | T099 |
| <u>EDUCATION & TRAINING SERVICES</u> | |
| Lectures for Training | U001 |
| Personnel Testing | U002 |
| Reserve Training (Military) | U003 |
| Scientific & Management Education | U004 |
| Tuition, Registration & Membership Fees | U005 |
| Vocational/Technical | U006 |
| Faculty Salaries for Dependent Schools | U007 |
| Training/Curriculum Development | U008 |
| Education Services | U009 |
| Certifications & Accreditations | U010 |
| AIDS Training | U011 |
| Other Education & Training Services | U099 |
| <u>TRANSPORTATION, TRAVEL & RELOCATION SERVICES</u> | |
| Motor Pool Operations | V002 |
| Packing/Crating Services | V003 |
| <u>Transportation of Things</u> | |
| <u>Cargo & Freight Services for Transportation of Things</u> | |
| Air Freight | V111 |
| Motor Freight | V112 |
| Rail Freight | V113 |
| Stevedoring | V114 |
| Vessel Freight | V115 |
| Other Cargo & Freight Services | V119 |
| <u>Vehicle Charter for Transportation of Things</u> | |
| Air Charter for Things | V121 |
| Motor Charter for Things | V122 |
| Rail Charter for Things | V123 |
| Marine Charter for Things | V124 |
| Vessel Towing Services | V125 |
| Other Vehicle Charter for Transportation of Things | V129 |
| <u>Travel of Persons</u> | |
| <u>Passenger Service</u> | |
| Air Passenger Service | V211 |
| Motor Passenger Service | V212 |
| Rail Passenger Service | V213 |
| Marine Passenger Service | V214 |
| Passenger Air Charter Service | V221 |
| Passenger Motor Charter Service | V222 |
| Passenger Rail Charter Service | V223 |
| Passenger Marine Charter Service | V224 |
| Ambulance Service | V225 |
| Taxicab Services | V226 |

OTHER SERVICES AND CONSTRUCTION CODES

| <u>TITLE</u> | <u>CODE</u> |
|---|-------------|
| <u>Lodging - Hotel/Motel</u> ¹ | V231 |
| <u>Military Personnel Recruitment (Including Subsistence and/or Lodging)</u> ¹ | V241 |
| <u>Civilian Personnel Recruitment</u> ¹ | V251 |
| <u>Other Transportation Travel & Relocation Services</u> | |
| Relocation Services | V301 |
| Travel Agent Services | V302 |
| Other Transportation Travel & Relocation Services | V999 |
| <u>LEASE OR RENTAL OF EQUIPMENT</u> | W0** |
| <u>LEASE OR RENTAL OF FACILITIES</u> | X*** |

¹ Detailed category codes not provided.

** Enter two digits of Federal Supply Group code from pages 23 and 24

*** Uses last three digits of "Y" Category Codes (pages 20 and 21).

OTHER SERVICES AND CONSTRUCTION CODES

| TITLE | CODE |
|--|------|
| <u>CONSTRUCTION OF STRUCTURES & FACILITIES</u> | |
| <u>Administrative Facilities & Service Buildings</u> | |
| Office Buildings | Y111 |
| Conference Space & Facilities | Y112 |
| Other Administrative & Service Buildings | Y119 |
| <u>Airfield, Communications, & Missile Facilities</u> | |
| Air Traffic Control Towers | Y121 |
| Air Traffic Control Training Facilities | Y122 |
| Radar & Navigational Facilities | Y123 |
| Airport Runways | Y124 |
| Airport Terminals | Y125 |
| Missile System Facilities | Y126 |
| Electronic & Communication Facilities | Y127 |
| Other Airfield Structures | Y129 |
| <u>Educational Buildings</u> | |
| Schools | Y131 |
| Other Educational Buildings | Y139 |
| <u>Hospital Buildings</u> | |
| Hospitals & Infirmaries | Y141 |
| Laboratories & Clinics | Y142 |
| Other Hospital Buildings | Y149 |
| <u>Industrial Buildings</u> | |
| Ammunition Facilities | Y151 |
| Maintenance Buildings | Y152 |
| Production Buildings | Y153 |
| Ship Construction & Repair Facilities | Y154 |
| Tank-Automotive Facilities | Y155 |
| Other Industrial Buildings | Y159 |
| <u>Residential Buildings</u> | |
| Family Housing Facilities | Y161 |
| Recreational Buildings | Y162 |
| Troop Housing Facilities | Y163 |
| Dining Facilities | Y164 |
| Religious Facilities | Y165 |
| Penal Facilities | Y166 |
| Other Residential Buildings | Y169 |
| <u>Warehouse Buildings</u> | |
| Ammunition Storage Buildings | Y171 |
| Food or Grain Storage Buildings | Y172 |
| Fuel Storage Buildings | Y173 |
| Open Storage Facilities | Y174 |
| Other Warehouse Buildings | Y179 |
| <u>Research & Development Facilities</u> | |
| Government-Owned Contractor-Operated (GOCO) R&D Facilities | Y181 |
| Government-Owned Government-Operated (GOGO) R&D Facilities | Y182 |
| <u>Other Buildings</u> | |
| Museums & Exhibition Buildings | Y191 |
| Testing & Measurement Buildings | Y192 |
| Other Miscellaneous Buildings | Y199 |

OTHER SERVICES AND CONSTRUCTION CODES

| <u>TITLE</u> | <u>CODE</u> |
|--|-------------|
| <u>Non-Building Structures</u> | |
| <u>Conservation & Development Facilities</u> | |
| Dams | Y211 |
| Canals | Y212 |
| Mine Fire Control Facilities | Y213 |
| Mine Subsidence Control Facilities | Y214 |
| Surface Mine Reclamation Facilities | Y215 |
| Dredging | Y216 |
| Other Conservation & Development Facilities | Y219 |
| <u>Highways, Roads, Streets, & Bridges</u> | |
| Airport Service Roads | Y221 |
| Highways, Roads, Streets, & Bridges (includes resurfacing) | Y222 |
| Tunnels & Subsurface Structures | Y223 |
| Parking Facilities Construction | Y224 |
| <u>Electric Power Generation (EPG) Facilities</u> | |
| EPG - Coal | Y231 |
| EPG - Gas | Y232 |
| EPG - Geothermal | Y233 |
| EPG - Hydro | Y234 |
| EPG - Nuclear | Y235 |
| EPG - Petroleum | Y236 |
| EPG - Solar | Y237 |
| EPG - Other, Including Transmission | Y239 |
| <u>Utilities</u> | |
| Fuel Supply Facilities | Y241 |
| Heating & Cooling Plants | Y242 |
| Pollution Abatement & Control Facilities | Y243 |
| Sewage & Waste Facilities | Y244 |
| Water Supply Facilities | Y245 |
| Other Utilities | Y249 |
| <u>Other Non-Building Facilities</u> | |
| Recreation Facilities (Non-Building) | Y291 |
| Exhibit Design (Non-Building) | Y292 |
| Unimproved Real Property (Land) | Y293 |
| Waste Treatment & Storage Facilities | Y294 |
| All Other Non-Building Facilities | Y299 |
| <u>MAINTENANCE, REPAIR, OR ALTERATION OF REAL PROPERTY</u> | Z*** |

*** Uses last three digits of "Y" Category Codes (pages 20 and 21).

PART C

SUPPLIES AND EQUIPMENT

All supply and equipment items should be coded in accordance with the codes listed in Part C. Except for the items in Federal Supply Group (FSG) category 19, "Ships, Small Craft, Pontoons, & Floating Docks," the classifications used here are those contained in the H-2 series of cataloging handbooks, covering the Federal Supply Classification system and personnel should refer to these handbooks for a more complete description of the codes. In the case of ships, a more detailed code is provided here than is shown in the H-2 handbooks.

The FSG codes are provided below:

| <u>TITLE</u> | <u>FEDERAL SUPPLY GROUP</u> |
|--|---------------------------------|
| Weapons | 10 |
| Nuclear Ordnance | 11 |
| Fire Control Equipment | 12 |
| Ammunition & Explosives | 13 |
| Guided Missiles | 14 |
| Aircraft & Airframe Structural Components | 15 |
| Aircraft Components & Accessories | 16 |
| Aircraft Launching, Landing, & Ground Handling Equipment | 17 |
| Space Vehicles | 18 |
| Ships, Small Craft, Pontoons, & Floating Docks | 19 |
| Ship & Marine Equipment | 20 |
| Railway Equipment | 22 |
| Ground Effect Vehicles, Motor Vehicles, Trailers, & Cycles | 23 |
| Tractors | 24 |
| Vehicular Equipment Components | 25 |
| Tires & Tubes | 26 |
| Engines, Turbines, & Components | 28 |
| Engine Accessories | 29 |
| Mechanical Power Transmission Equipment | 30 |
| Bearings | 31 |
| Woodworking Machinery & Equipment | 32 |
| Metalworking Machinery | 34 |
| Service & Trade Equipment | 35 |
| Special Industry Machinery | 36 |
| Agricultural Machinery & Equipment | 37 |
| Construction, Mining, Excavating, & Highway Maintenance Equipment | 38 |
| Materials Handling Equipment | 39 |
| Rope, Cable, Chain, & Fittings | 40 |
| Refrigeration, Air Conditioning, & Air Circulating Equipment | 41 |
| Fire Fighting, Rescue, & Safety Equipment | 42 |
| Pumps & Compressors | 43 |
| Furnace, Steam Plant, & Drying Equipment; & Nuclear Reactors | 44 |
| Plumbing, Heating, & Sanitation Equipment | 45 |
| Water Purification & Sewage Treatment Equipment | 46 |
| Pipe, Tubing, Hose, & Fittings | 47 |
| Valves | 48 |
| Maintenance & Repair Shop Equipment | 49 |
| Hand Tools | 51 |
| Measuring Tools | 52 |
| Hardware & Abrasives | 53 |